



2005-06

**National Assessment
of Educational Progress
(NAEP)**

**Overview Packet for
School Districts and Schools**

Prepared by the
California Department of Education

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Introduction

The National Assessment of Educational Progress (NAEP) is the only continuous national testing program that assesses what America's students know and can do in core subject areas. Commonly known as *The Nation's Report Card*, the NAEP tests have been administered for more than 30 years.

This *2005-06 NAEP Overview Packet for School Districts and Schools* provides background information on the tests; describes the process used for selecting and notifying schools and students about participation; includes a list of the accommodations allowed in the assessments; and contains explanations of the types of results reported for the NAEP program. In addition, the packet includes:

- Checklists of the responsibilities of the district and school NAEP coordinators
- NAEP resources, such as a school/home newsletter insert, sample parent and guardian letter, and Web addresses

This packet will assist school district and site administrators in understanding the tests and the results reported and in communicating key information about NAEP to teachers, parents, guardians, and students. Full participation in NAEP by all selected schools helps ensure that the testing program will continue to provide valuable information on the academic performance of students in California and across the nation.



Questions and Answers About NAEP

What is the National Assessment of Educational Progress (NAEP)?

Often referred to as *The Nation's Report Card*, NAEP is the only ongoing national testing program designed to evaluate what America's students know and can do in various subject areas. Federal law requires the development and administration of NAEP. NAEP is administered by the U.S. Department of Education, National Center for Education Statistics (NCES).

What is the purpose of NAEP?

The purpose of NAEP is to provide national and state-level information on the performance of America's students in reading, mathematics, writing, science, and other core subject areas. NAEP also is designed to give information on changes over time in reading and mathematics achievement.

Is participation voluntary or mandatory?

With the reauthorization of the Elementary and Secondary Education Act, also known as the No Child Left Behind Act, states, school districts, and schools that receive Title I funds are required to participate in the NAEP reading and mathematics tests at grades four and eight (including any related field tests). All other NAEP tests are voluntary for school districts and schools, although schools need to participate in all of the assessments so that the results accurately reflect the performance of America's students.

What tests are included?

NAEP includes a range of test instruments used to provide different types of information. NAEP includes the main (national and state) and long-term trend assessments. NAEP also includes field tests and other periodic or special interest tests such as the High School Transcript Study; the Trial Urban District Assessment; and pilot

studies in civics, economics, and U.S. history. (See "NAEP Assessments-at-a-Glance" found on page 9 of this packet.)

What is the national NAEP?

The national NAEP is designed to provide achievement information about the nation and specific geographic regions in the country (i.e., northeast, southeast, central, and west). Students sampled for the national NAEP include those in grades four, eight, and twelve. The national NAEP is conducted yearly with different subjects tested in different years.

What is the state NAEP?

The state NAEP is given every two years to students in grades four and eight. Results from these NAEP administrations enable states to monitor the progress of their students over time, and to compare the knowledge and skills of their students with those of students in other states and the nation. California was required to participate in the state NAEP administration in 2005. The state will again be required to participate in the administration of the state NAEP scheduled for January through March of 2007. The subjects for the state NAEP are reading, mathematics, writing, and science.

What are the differences and similarities between the national NAEP and state NAEP?

Every two years, when the state NAEP is administered, subjects for the national NAEP correspond to those of the state NAEP. In years that the state NAEP is not administered, the national NAEP assesses special subjects such as civics, geography, and foreign languages. The national NAEP targets students in grades four, eight, and twelve. The state NAEP reports results only for students in grades four and eight.

**What are the long-term trend assessments?**

The long-term trend assessments target reading and mathematics using questions that have remained relatively unchanged from the onset of these assessments. These assessments are designed to track trends in the basic achievement of America's students from the baselines established in 1971 for reading and in 1973 for mathematics. These assessments are given every four years to select samples of nine-, thirteen-, and seventeen-year-olds nationwide. The next administration of the long-term trend assessments will take place in 2008.

What is the High School Transcript Study (HSTS)?

The HSTS, a program of the National Center for Education Statistics (NCES), periodically surveys the curricula being offered in our nation's high schools and the course-taking patterns of high school students through an analysis of transcripts. The HSTS was first conducted by NCES in 1982, capturing baseline information on high school students' course-taking patterns

at a time when major curricular changes were being implemented. Conducted in conjunction with NAEP, the HSTS also offers information on the relationship of student course-taking patterns to achievement at grade twelve as measured by NAEP. All of the high schools selected to participate in NAEP in 2005 were contacted about this study. The report of findings for the 2000 HSTS is now available at <http://nces.ed.gov/nationsreportcard/hsts/results>. This report includes results of the trends, changes, and status of the curricula offered in public and non-public schools.

What is the Trial Urban District Assessment (TUDA)?

The TUDA is designed to provide reliable district-level comparisons for large urban school districts. Administered most recently in 2005, the TUDA included the following 11 urban school districts: Atlanta, Austin, Boston, Charlotte (North Carolina), Chicago, Cleveland, the District of Columbia, Houston, Los Angeles, New York City, and San Diego.

ASSESSMENT AND NOTIFICATION DATES

NAEP Assessment	Notification Window	Assessment Dates
National NAEP 2006: Grades 4, 8, and 12, U.S. history and civics; Grade 12, economics	Fall 2005	January – March 2006
Pilot/Field Tests and Special Studies: Grades 4*, 8*, and 12, reading and mathematics; Grades 8 and 12, writing	Fall 2005	January – March 2006
State NAEP 2007: Grades 4* and 8*, reading and mathematics; Grade 8, writing	Fall 2006	January – March 2007
National NAEP 2007: Grades 4* and 8*, reading and mathematics; Grades 8 and 12, writing	Fall 2006	January – March 2007

* Note: Schools in school districts receiving Title I funds are required to participate in the grades four and eight reading and mathematics assessments.

**What assessments take place in 2005-06 and 2006-07?**

In 2005-06, the national NAEP will be administered. The subject areas targeted are U.S. history and civics at grades four, eight, and twelve. At grade twelve, the national NAEP will also include economics. In 2006-07, the national NAEP and state NAEP will be administered. The subject areas addressed will be reading and mathematics at grade four; reading, mathematics, and writing at grade eight; and writing at grade twelve. Participation in the assessments at grades four and eight is required for California schools in school districts receiving Title I funds.

How is the state sample selected?

The state NAEP coordinator at the California Department of Education receives a list of schools selected for the state sample from NCES, the NAEP test administrator. School samples are selected on the basis of criteria that include geography, ethnicity, socioeconomic status, and achievement. The sample is selected in this manner to ensure that it is representative of the state's student population; therefore, it is important that all selected schools participate in the assessments. In 2005, NAEP increased the sample sizes in California, Texas, New York, and Florida. These increases significantly improved the precision of the overall and subgroup estimates for these four states and the nation.

The California sample for the national NAEP in 2006 will include approximately 240 schools. For the state NAEP, which takes place again in 2007, most school districts in California will have at least one school participating in NAEP.

How are school districts and schools notified that they have been selected to participate?

The state NAEP coordinator sends a notification letter to each school district superintendent of the selected schools. (The table on page 5 provides the notification windows for the NAEP assessments.) This letter notifies each superintendent

of the school(s) selected for NAEP, requests that a district NAEP coordinator be assigned, and requests that a local process for handling materials be determined. Subsequently, each selected school is asked to designate a school NAEP coordinator. The school NAEP coordinator is typically a school testing coordinator or counselor. The school coordinator may also be the principal or other staff member appointed by the principal. Because adherence to the predetermined sample is critical to the accuracy of the NAEP results, the state NAEP coordinator will follow up with the district coordinator until all of the requested information is provided.

What factors make a school ineligible to participate?

Size is not a factor in determining NAEP eligibility. Even if a school has only one student who meets the eligibility criteria for a NAEP test, the school qualifies for NAEP participation. Charter and magnet schools also are eligible to participate. Certain types of schools (e.g., continuation, independent study, non-graded), however, are not eligible to participate. Questions about school eligibility should be directed to the state NAEP coordinator.

What are students asked to do?

Students participating in NAEP tests are asked to complete two 25-minute tests. Usually, each student is assessed in only one subject (e.g., reading, mathematics, or science). During the testing session, all students also respond to a small number of questions that provide information about their experiences with the subject area. From beginning to end, NAEP assessments take less than 90 minutes. Students are encouraged to remain in the room until all testing is completed.

What kinds of questions should students expect to see?

The NAEP tests include multiple-choice questions, constructed-response questions, and ques-



tions that require the use of calculators and other materials. Student responses that require writing can range from a few words to more than a page. All materials needed for the test administration will be provided to students.

Examples of the types of questions included on NAEP tests can be found at

<http://nces.ed.gov/nationsreportcard/itmrls/>

Does NAEP accommodate students with disabilities and students with limited English proficiency?

Since 1996, NAEP began allowing accommodations for students with disabilities and for students with limited English proficiency. The NAEP samples include students assessed with accommodations, and most of the accommodations received are the same as those provided in state or school district assessments. (See “Accommodations Allowed in NAEP Assessments” on page 15.) State and national results are reported for students who participate in NAEP with accommodations.

What is school district staff asked to do?

The notification that one or more schools within a school district have been selected for NAEP participation is sent to the district superintendent. This notification also requests that a district NAEP coordinator be identified. The designated district coordinator is the key contact between the state NAEP coordinator and the schools selected for participation within a school district. Among other responsibilities, this coordinator will be asked to distribute NAEP information to the schools; work with the school NAEP coordinator to prepare lists of eligible students; and ensure the school coordinator notifies the parents and guardians of the students selected for participation. (A checklist of responsibilities for the district NAEP coordinator is found on page 11.)

What is school staff asked to do?

A designated school NAEP coordinator has various administration responsibilities that include working with the district NAEP coordinator, notifying parents or guardians of students selected for NAEP participation, and meeting with the NAEP field staff. (A complete checklist of responsibilities for the school NAEP coordinator is found on pages 12 and 13.) Some principals and teachers are asked to complete questionnaires. Teachers of students with disabilities and students with limited English proficiency are asked to complete a questionnaire for each participating student. These teachers also may be asked to:

- Assist in determining the appropriate testing accommodations.
- Remain with their students during the test administration.

Schools selected for NAEP participation are requested to release information about student participation in the National School Lunch Program (NSLP). Are schools authorized to release this information?

Yes. Under the legislation that authorized the NSLP, Congress allowed disclosure of NSLP participation for selected programs. One of the programs authorized to receive this information is NAEP. An explanation of this policy can be found at http://nces.ed.gov/nationsreportcard/contracts/pdf/g4_8_ac.pdf.

What are the parent or guardian notification requirements?

In advance of the test administration, school districts and schools must notify all parents or guardians of students selected to participate in NAEP. Federal law requires that parents or guardians be informed that they may exclude their children from participation in the test for any reason, and that their children are not required to finish the test or answer all test questions. Any



parent or guardian notification documents must be dated. Furthermore, a copy of the notification must be sent to the state NAEP coordinator and made available to the NAEP field staff on the day of the NAEP administration.

When are the results available?

Results in mathematics and reading (national and state NAEP) are released about six months after the administration of the assessment. Results for other subject areas are released about one year after the administration of the assessment. The results of the 2005 national NAEP and state NAEP, mathematics and reading assessments for grades four and eight, are now available. These and all results are posted on the NAEP Web site at <http://nces.ed.gov/nationsreportcard>.

Does NAEP provide individual school or student results?

No. NAEP results are reported for the nation, state, and specific regions of the country. By design, NAEP information is not available for individual schools or students.

How can the state NAEP coordinator be contacted?

The state NAEP coordinator can be reached at:

- (916) 319-0332 (phone)
- (916) 319-0967 (fax)
- NAEP@cde.ca.gov (e-mail)

Schools selected for the NAEP assessments will be contacted by their district NAEP coordinator. The district NAEP coordinator will receive this notification from the state coordinator.



NAEP Assessments-at-a-Glance

	State	National	Long-Term Trend	Periodic Assessments & Special Studies
Goal	To facilitate self-monitoring by states in selected subject areas and to serve as a tool to make cross-state comparisons	To report the national and regional educational achievement in selected subject areas	To track changes over time in educational achievement by monitoring trend lines first set in the 1970s	Varies depending on the assessment or study
Subject	Reading and mathematics (required), science and writing (voluntary)	Reading, mathematics, and other periodic assessment topics	Reading, mathematics (both are voluntary)	Reading, mathematics, economics, civics, geography, writing, science, the arts, and foreign languages (voluntary)
Grade or Age	Grades 4 and 8	Grades 4, 8, and 12	Ages 9, 13, and 17	Grade level varies depending on the assessment
Length of Test	90 Minutes	90 minutes	90 minutes	90-120 minutes
Skills Assessed	<p><u>Reading:</u> basic comprehension; interpretation; making reader-to-text connections; examining content and structure of texts</p> <p><u>Mathematics:</u> number sense; properties and operations; measurement and spatial sense; data analysis</p> <p><u>Science & Writing:</u> NAEP content frameworks are available at http://nces.ed.gov/nationsreportcard/frameworks.asp*</p>	<p><u>Reading:</u> basic comprehension, interpretation; making reader-to-text connections; examining content and structure of texts</p> <p><u>Mathematics:</u> number sense; properties and operations; measurement and spatial sense; data analysis</p>	<p><u>Reading:</u> reading comprehension of most genres</p> <p><u>Mathematics:</u> computation and numerical algorithms; measurement formulas in geometric settings; and real-life applications</p>	NAEP content frameworks are available at http://nces.ed.gov/nationsreportcard/frameworks.asp *
Assessment Schedule	Every two (2) years Jan-Mar	Every year Jan-Mar	Every four (4) years Age 9 / Jan-Mar Age 17 / Mar-May Age 13 / Oct-Dec	Variable Oct-Dec
Report Schedule	6 months after administration	At least 1 year after administration	At least 1 year after administration	1 year after administration

* Note: This Web site includes frameworks for reading, mathematics, science, writing, U.S. history, geography, civics, and the arts.



NAEP Information Packet

Participation in NAEP begins when the state NAEP coordinator sends a letter notifying the district superintendent that a school or schools within the school district have been selected to participate in NAEP. This letter, which is sent out in the fall, provides a tentative test administration date, and includes a request to identify a district NAEP coordinator who will be the key liaison between the school(s) and the state NAEP coordinator. Following the initial notification, the state coordinator also sends NAEP information packets for all selected schools within the school district. The NAEP information packet includes a cover letter outlining key information and activities. The packet also includes the following documents:

School Data Collection Form – This two-page form includes a request to update the school information that is provided on the form; a space to fill in the name and contact information for the school NAEP coordinator; directions regarding changes to the NAEP administration date; spaces to fill in with the numbers of teachers who instruct at the grade levels and in the subject areas to be tested; and a space to identify who is responsible for the parent/guardian notification. (This form can be completed online or faxed to the state NAEP coordinator.)

MyNAEP Web Site – Registration information for the MyNAEP Web site is provided. This information includes a registration identification number needed to complete the registration. The MyNAEP Web site allows participating schools access to specific details about the assessment and the participation process. Schools may use the MyNAEP Web site to contact NAEP representatives, receive e-mail notifications, and print relevant documents such as sample test booklets. The MyNAEP Web site is located at <http://www.mynaep.com>.

Teacher's Guide to NAEP – A brochure for distribution to teachers of students selected for NAEP participation. This brochure provides information about the NAEP assessments and about the questionnaires teachers will be asked to complete.

Instructions for Listing Students – This document provides detailed instructions for creating a list of grade-eligible students. It includes a description of the categories for the variables required. (This list can be submitted electronically via the MyNAEP Web site or an Excel file attached to an e-mail directed to the state NAEP coordinator.)

New Enrollee Listing Form – This form is provided for schools to keep track of students who enter the grade(s) noted after the initial list of eligible students is submitted to the state NAEP coordinator. This list will be reviewed with the NAEP representatives who visit the school prior to the assessment date to determine if any newly enrolled students will be added to the sample.

Sample Parent and Guardian Notification Letter and Newsletter – English and Spanish versions of letters and newsletters are provided. These documents may be used to notify parents and guardians through dated direct communication or a newsletter insert. Parents and guardians may opt their children out of NAEP participation, but express consent is not required. (A dated copy of the letter or newsletter needs to be faxed to the state NAEP coordinator at (916) 319-0967 and provided to the NAEP staff on the day of the assessment.)



✓ Responsibility Checklist for the District NAEP Coordinator

2-3 Months Before Testing (September/October):

- ☐ Take receipt of and review the contents of the NAEP information packet (see page 10). Become familiar with the key activities for the NAEP assessments and the timeline for compiling any required information. Contact the state NAEP coordinator at (916) 319-0332 (phone) to confirm receipt of the NAEP information packet(s).
- ☐ Review the checklist of responsibilities for the district NAEP coordinator.
- ☐ Register on the MyNAEP Web site. (To register, go to <http://www.mynaep.com> and click on "REGISTER if you are a new user." The identification number required to register is included in the letter notifying the district superintendent of NAEP participation.)
- ☐ Identify a school NAEP coordinator for each participating school and distribute the responsibility checklist to the school NAEP coordinator(s).
- ☐ Finalize the NAEP testing schedule with the state NAEP coordinator and the school NAEP coordinator(s). (Note: Any requests for a date change must be submitted to the state NAEP coordinator.)
- ☐ Determine responsibility (district or school NAEP coordinator) for completing and submitting the School Data Collection Form. If responsible, submit the School Data Collection form to the MyNAEP Web site or to the state NAEP coordinator at (916) 319-0967 (fax).
- ☐ Determine responsibility (district or school NAEP coordinator) for compiling and submitting the list of students eligible for NAEP participation. If responsible, submit the list of eligible students via the MyNAEP Web site or an Excel file attached to an e-mail directed to the state coordinator at NAEP@cde.ca.gov.

1 Month Before Testing (December):

- ☐ Follow up with the school NAEP coordinator(s) to verify the pre-assessment meeting has been scheduled with the NAEP assessment staff. (NAEP staff will contact the school coordinators to arrange for this meeting.)

2-3 Weeks Before Testing (January):

- ☐ Follow up with the school NAEP coordinator(s) to make sure they are carrying out the required school-level responsibilities. (See the responsibility checklist for the school NAEP coordinator found on page 12.)
- ☐ Ensure that each school NAEP coordinator notifies parents and guardians of all students eligible for NAEP participation. This may be done via a dated school/home newsletter or a parent/guardian notification letter. (A dated copy of each school's notification document should be faxed to the state NAEP coordinator and be ready for the NAEP staff on the day of the NAEP test administration.)

Day of the NAEP Test Administration (January to March):

- ☐ Visit each school to monitor the test administration (optional).
- ☐ Be available to answer questions from the school NAEP coordinator(s), NAEP field staff, or parents or guardians. If parents or guardians request to examine the test booklets, be prepared to give them copies of the sample booklets (i.e., demonstration booklets) available from the MyNAEP Web site.
- ☐ Handle any emergency situations that may arise during testing.

Immediately After Testing:

- ☐ Meet with the school NAEP coordinators and/or NAEP field staff to discuss the assessments (optional).
- ☐ Notify the state NAEP coordinator of any serious problems that arose during the NAEP test administration.



✓ Responsibility Checklist for the School NAEP Coordinator (1 of 2)

2-3 Months Before Testing (September/October):

- ☐ Take receipt of and review the contents of the NAEP information packet (see page 10). Become familiar with the key activities for the NAEP assessments and the timeline for compiling any required information.
- ☐ Review the checklist of responsibilities for the school NAEP coordinator.
- ☐ Register on the MyNAEP Web site. (To register, go to <http://www.mynaep.com> and click on "REGISTER if you are a new user." The identification number required to register is included in the letter notifying the district superintendent of NAEP participation.)
- ☐ Finalize the NAEP testing schedule with the district NAEP coordinator and the state NAEP coordinator. (Note: Any requests for a date change must be submitted to the state NAEP coordinator.)
- ☐ If directed by the district NAEP coordinator, complete and submit the School Data Collection Form to the MyNAEP Web site or to the state NAEP coordinator at (916) 319-0967 (fax).
- ☐ If directed by the district NAEP coordinator, compile and submit the list of students eligible for NAEP participation via the MyNAEP Web site or an Excel file attached to an e-mail directed to the state coordinator at NAEP@cde.ca.gov.
- ☐ Use the New Enrollee Listing Form to maintain a list of eligible students enrolling in the school after the original list has been submitted.

1 Month Before Testing (December):

- ☐ Arrange for a pre-assessment meeting with the NAEP field staff. (NAEP staff will contact the school NAEP coordinator to arrange for this meeting.)
- ☐ Notify the district NAEP coordinator of the date and time of the meeting with the NAEP staff.

2-3 Weeks Before Testing (January):

- ☐ Review the contents of the NAEP pre-assessment packet sent by the NAEP field staff in preparation for the pre-assessment meeting.
- ☐ Contact the district NAEP coordinator to confirm receipt of the NAEP pre-assessment packet and to ask questions about any final pre-assessment activities.
- ☐ Finalize the test administration plans, including making space and seating arrangements for students, identifying a safe location for the storage of the NAEP assessment materials, and developing a dismissal plan should students finish the assessments earlier than anticipated or should the NAEP assessment finish before the end of a class period.
- ☐ Distribute staff and student questionnaires and ensure designated staff completes theirs.
- ☐ Ensure that appropriate accommodations have been identified for all participating students with disabilities and limited English proficiency.
- ☐ Review the plan for handling emergency situations that may arise during the administration of the test.
- ☐ Plan for the NAEP field staff that will be coming on the test administration date. This includes securing a staging area or meeting room for the NAEP staff.
- ☐ Ensure that the parents and guardians of all students eligible have been notified about NAEP participation. This may be done via a dated school/home newsletter or a parent/guardian notification letter. (A dated copy of each school's notification document should be faxed to the state NAEP coordinator and be ready for the NAEP field staff on the day of the NAEP test administration.)
- ☐ Notify all selected students and appropriate school staff about the test administration, including names of students and the location(s), date, and time(s).



✓ **Responsibility Checklist for the School NAEP Coordinator (2 of 2)**

Immediately Before Testing:

- ☐ Ensure all assessment materials are received and stored in a secure location.

Day of the NAEP Test Administration (January to March):

- ☐ Review the New Enrollee Listing Form with the NAEP staff.
- ☐ Provide NAEP staff with all completed staff and student questionnaires.
- ☐ Review student dismissal plan with the NAEP staff.
- ☐ Make sure all students attend the appropriate testing session(s).
- ☐ Be available to answer questions from the NAEP staff, school staff, students, or parents or guardians. If parents or guardians request to examine the test booklets, be prepared to give them copies of the sample booklets (i.e., demonstration booklets) available from the MyNAEP Web site.
- ☐ Handle any emergency situations that may arise during testing.

Immediately After Testing:

- ☐ Meet with the district NAEP coordinator and/or NAEP field staff to discuss the assessments (optional).
- ☐ Notify the state NAEP coordinator of any serious problems that arose during the NAEP test administration.
- ☐ Send any remaining materials to the state NAEP coordinator.



Reporting NAEP Results

NAEP provides results about subject matter achievement, instructional experiences (e.g. courses taken), and school characteristics and reports these results for populations of students (e.g., fourth graders) and student subgroups (e.g., gender, ethnicity). NAEP does not provide individual scores for students or schools. Subject matter achievement for the state and national NAEP is reported in two ways:

Average Scale Scores. The average scale score reflects the overall performance of a particular group of students. Scale scores range from 0 to 500 (reading, mathematics, history, and geography) or 0 to 300 (science, writing, and civics).

Achievement Performance Levels. There are three achievement performance levels for each grade: Advanced, Proficient, and Basic. The following achievement performance level descriptions apply to all subjects and all grades. Achievement level results are shown as the percentage of students who attained each level or each level and above (i.e., at or above Proficient).

ACHIEVEMENT LEVEL DESCRIPTIONS	
Advanced	Results at this level demonstrate superior performance.
Proficient	Results at this level demonstrate solid academic performance. Students at this level demonstrate competency over challenging subject matter, including subject-matter knowledge, application of such knowledge to real-world situations, and analytical skills appropriate to the subject matter.
Basic	Results at this level demonstrate partial mastery of prerequisite knowledge and skills that are fundamental for proficient work.

The achievement performance levels are not used for reporting the results of the long-term trend assessments. Long-term trend results are reported as average scale scores and the percentage of students with scale scores at or above 150, 200, 250, 300, and 350.

In tables that display the subject matter achievement for all states, national averages are included. The state information is organized alphabetically, and the states are divided into three groups: higher than nation, not significantly different from nation, and lower than nation. These tables of results also include a list of major findings.

NAEP scales and achievement performance levels are developed independently for each subject; therefore, results cannot be compared across subjects. However, within a subject, performance from year to year and from one group of students to another in the same grade or of the same age level can be compared. It is also not possible to compare results from the national and state NAEP with results of the long-term trend assessments.

NAEP results can be accessed through several options on the NAEP Web site (<http://nces.ed.gov/nationsreportcard>):

- The NAEP Data Explorer is an interactive data tool that enables the user to select custom data tables and perform appropriate tests of statistical significance relative to within- or across-state data comparisons.
- State Profiles present data about each state's student and school population as well as each state's testing history and results. The profiles provide easy access to NAEP data for each participating state.

The NAEP Questions Tool is another useful resource that provides access to state and national NAEP questions, student responses, and scoring guides that are released to the public. The NAEP released questions provide useful information for the interpretation of the assessment results. The NAEP Questions Tool can be accessed at <http://nces.ed.gov/nationsreportcard/itmrls/>.



Accommodations Allowed in NAEP Assessments

ACCOMMODATION	NAEP	
	READING	MATHEMATICS
Presentation Format		
Explanation of directions	Yes	Yes
Oral reading in English	No	Yes
Oral reading in native language	No	No
Person familiar to student administers test	Yes	Yes
Translation of directions into native language	No	No
Translation of test into native language	No	No
Bilingual (Spanish) version of test	No	Yes
Repeat directions	Yes	Yes
Large print	Yes	Yes
Bilingual dictionary without definitions	No	Yes
Setting Format		
Alone in study carrel	Yes	Yes
Administer test in separate room	Yes	Yes
With small groups	Yes	Yes
Preferential seating	Yes	Yes
Special lighting	Yes	Yes
Special furniture	Yes	Yes
Timing/Scheduling		
Extended testing time (same day)	Yes	Yes
More breaks	Yes	Yes
Extending sessions over multiple days	No	No
Response Format		
Braille writers	Yes	Yes
Word processors or similar assistive device	Yes	Yes
Write directly in test booklet	Yes	Yes
Tape recorders	No	No
Scribes	Yes	Yes
Answer orally, point to answer	Yes	Yes
One-on-one administration	Yes	Yes
Other Accommodations		
Braille edition of assessment	No ⁽¹⁾	
Audio tape administration of assessment	No	
Calculator	No	
Abacus	No	
Arithmetic tables	No	
Graph paper	No	
Responses in native primary language	No	
Thesaurus	No	
Spelling and grammar checking software and devices	No	
Signing directions or answers	No ⁽¹⁾	

Accommodations in the testing environment or administration procedures are provided for students with disabilities and students with limited English proficiency. This is a list of accommodations and their use on NAEP.

(1) Not provided by NAEP, but a school, school district, or state may provide the accommodation after fulfilling NAEP security requirements. Please contact the state NAEP coordinator about these accommodations.



Sample School/Home Newsletter Insert – English

(Insert Month and Year)*

The National Assessment of Educational Progress, or NAEP, is the only ongoing, national testing program. NAEP is designed to provide national and state-level information on the performance of America's students in reading, mathematics, writing, and other key subject areas. It also provides information on changes over time in reading and mathematics achievement.

NAEP Participation

Under the federal No Child Left Behind (NCLB) legislation, California and other states are required to participate in the NAEP reading and mathematics assessments administered every two years in grades four and eight. Participation in all other NAEP tests is voluntary.

Participation in NAEP begins with a group of schools selected from across the state. This group of schools is chosen to be representative of the state population. Within each school selected, a sample of students is chosen for the grade levels and subject areas tested. The participation of every student selected is important to ensure the accuracy of the information collected through this testing program.

Types of Tests and Test Questions

The NAEP assessments take about 90 minutes of a student's time, and each student is tested in only one subject area (e.g., reading, mathematics, writing). During the testing session students also respond to a small number of questions that provide information about their experiences with the subject area of the test. Students do not need to prepare to take the NAEP tests.

The NAEP tests include multiple-choice questions, questions that ask for written responses, and questions that require the use of calculators and other materials. Students are provided with all the materials they need to complete the test.

Score Reports

NAEP does not provide reports of results for individual schools or students. Instead, NAEP results are reported for the nation, state, and specific regions of the country (i.e., northeast, southeast, central, and west). These reports of results are available on the Internet at <http://nces.ed.gov/nationsreportcard/>.

Student Participation

Student participation in NAEP is voluntary and confidential. Parents and guardians may excuse their children from participating by notifying the school contact shown below. Students are not required to finish the test or to answer all test questions. Names of students taking part in the test are not recorded.

More Information

The NAEP **(insert subject)** assessments will be administered in our school on **(insert dates)**. If you have any questions about the participation of our school or students in the NAEP program, please contact **(insert name and telephone number)**.

* Note: In order to use this document to meet the NAEP parent and guardian notification requirement, it must be dated.



Sample School/Home Newsletter Insert – Spanish

(Insert Month and Year)*

La Evaluación Nacional del Progreso Educativo (*National Assessment of Educational Progress*, al que se conoce por sus siglas en inglés, como programa NAEP) es el único programa de evaluación nacional del rendimiento educativo que se lleva a cabo con regularidad. El programa NAEP se concibió con el propósito de recabar, en los ámbitos nacional y estatal, información que permitiera evaluar el rendimiento académico de los estudiantes del país en las áreas de lectura, matemáticas, expresión escrita y otras igualmente instrumentales para su formación. El programa NAEP, asimismo, permite advertir los cambios que experimenta el perfil del rendimiento de los estudiantes en lectura y matemáticas a lo largo del tiempo.

Participación estudiantil en las pruebas del programa NAEP

Las disposiciones de la ley federal Que Ningún Niño Se Quede Atrás (No Child Left Behind, a la que se conoce, por sus siglas en inglés, como Ley NCLB) obliga al estado de California, entre otros, a participar en las pruebas de lectura y matemáticas del programa NAEP, si bien, confiere carácter voluntario a la participación en las demás pruebas del programa NAEP.

Las pruebas de lectura y matemáticas se repiten cada dos años y evalúan el rendimiento de los estudiantes de cuarto y octavo grado. La participación en el programa NAEP se establece de la siguiente manera: primero se selecciona un grupo de escuelas procedentes de distintos puntos del estado que constituyen una muestra representativa de la población estudiantil del sistema de enseñanza pública estatal y a continuación, en cada una de estas escuelas, se selecciona un grupo de estudiantes de entre los que se encuentran cursando los grados y las asignaturas que se van a someter a evaluación. La participación de todos los estudiantes seleccionados es fundamental para garantizar la precisión de la información que se recoge a través de las pruebas del programa.

Tipos de pruebas y preguntas formuladas

Los estudiantes tardan una media de 90 minutos en efectuar las pruebas del programa NAEP y únicamente realizan el

examen correspondiente a una de las materias evaluadas (lectura, matemáticas o expresión escrita). En el examen también han de responder a un cuestionario, cuyas preguntas están dirigidas a ellos mismos, con el que se pretende recabar información sobre sus experiencias en el proceso de aprendizaje de la materia de la que se han examinado.

Los estudiantes no precisan preparación previa para presentarse a las pruebas del programa NAEP. Los exámenes pueden consistir en preguntas de opción múltiple, preguntas que instan a dar una respuesta comentada o preguntas cuya respuesta exige la utilización de la calculadora o de otros materiales de apoyo. Durante el examen, los estudiantes tienen a su disposición todos los materiales de apoyo que necesitan para realizarlo.

Informes de calificaciones

El programa NAEP no proporciona informes de resultados a los estudiantes evaluados ni a sus escuelas, pero sí que elabora un informe general con los resultados del país, un informe de resultados para cada estado y otro para determinadas regiones o áreas del país (área noreste, sureste, central, oeste, etc.). Dichos informes se pueden consultar en la siguiente dirección de Internet: <http://nces.ed.gov/nationsreportcard/>.

Participación estudiantil

La participación de los estudiantes en las pruebas NAEP es voluntaria y confidencial. Los padres y tutores de alumnos pueden solicitar que sus hijos no participen en las pruebas llamando a la persona cuyo nombre y teléfono de contacto se indican en el siguiente apartado. Los estudiantes no están obligados a realizar el examen en su totalidad ni a responder a todas las preguntas del mismo. Igualmente, el nombre de los estudiantes examinados no se consigna.

Para más información

En nuestra escuela, las pruebas de **(insert subject)** del programa NAEP tendrán lugar el día **(insert date)**. Para cualquier consulta relativa a la participación de nuestra escuela o de sus hijos en las pruebas del programa NAEP, pueden comunicarse con **(insert name)** llamando al siguiente número de teléfono: **(insert telephone number)**.

* Note: In order to use this document to meet the NAEP parent and guardian notification requirement, it must be dated.



Sample Parent and Guardian Notification Letter – English

(Insert Month and Year)*

Dear Parent or Guardian:

I am pleased to announce that our school has been selected to participate in the National Assessment of Educational Progress (NAEP). Also known as *The Nation's Report Card*, this testing program was established by Congress in 1969 and is a testing program of the U.S. Department of Education. Since state assessments vary from state to state, NAEP is the only ongoing testing program that provides the nation with an overall picture of how children are achieving in various academic areas.

Your child may be a part of a representative group of students selected from our school to participate in NAEP. Your child does not have to prepare for the NAEP assessment, and the test will take only about 90 minutes.

The NAEP **(insert subject)** assessment will take place on **(insert date)**. For this test, students will be asked questions about the subject matter and other factors related to learning, such as what their teachers teach in the classroom.

Participation in NAEP is voluntary and confidential. Students will not be required to finish the test or to answer all test questions. Names of students taking part in the test will not be recorded, and your child's grades or progress in school will not be affected by participating. Results of this test will be reported for each state as well as the nation.

If you would like more information about NAEP, you can visit the Web site <http://nces.ed.gov/nationsreportcard>. You also can find a NAEP Demonstration Booklet that contains examples of test questions on the Web site and at the school office. If you do not want your child to participate in the NAEP assessment or if you have any questions regarding your child's participation, please contact **(insert name and telephone number)**.

By taking part in NAEP, students help to improve public education to ensure that every student receives the education that they deserve. We appreciate the participation of every child who is selected. Thank you for your assistance.

Sincerely,

* Note: In order to use this document to meet the NAEP parent and guardian notification requirement, it must be dated.



Sample Parent and Guardian Notification Letter – Spanish

(Insert Month and Year)*

Estimados padres y tutores:

Me complace comunicarles que nuestra escuela ha sido seleccionada para participar en la Evaluación Nacional del Progreso Educativo (*National Assessment of Educational Progress*, al que se conoce por sus siglas en inglés, como programa NAEP). El programa NAEP, al que también se conoce como “la Libreta de Notas Nacional” (*Nation’s Report Card*), es un programa del Departamento de Educación federal que se estableció en 1969 a instancias del Congreso de los Diputados. Dado que las pruebas que se realizan en el ámbito estatal varían de unos estados a otros, la continuidad del programa NAEP hace de él un instrumento único a la hora de evaluar el rendimiento de los estudiantes del país en las distintas áreas académicas.

Sus hijos podrían encontrarse entre los estudiantes que integran la muestra de estudiantes de nuestra escuela a los que el programa NAEP va a evaluar. Las pruebas del programa NAEP tienen una duración media de 90 minutos y no precisan preparación previa.

La prueba de **(insert subject)** del examen NAEP tendrá lugar el día **(insert date)**. Esta prueba versará sobre los conocimientos y competencias de dicha asignatura, así como sobre otros factores asociados a su aprendizaje, tales como los temas y contenidos que el maestro abarca en clase.

La participación en las pruebas NAEP tiene carácter voluntario y confidencial. Los estudiantes no están obligados a realizar el examen en su totalidad ni a responder a todas las preguntas del mismo, así como tampoco se consignan los nombres de los que lo realizan. De manera que el realizarlo no va a influir en modo alguno en las calificaciones de sus hijos ni en su desempeño académico. Los resultados de las pruebas se darán a conocer para cada estado en particular y para el país en general.

Para obtener más información sobre el programa NAEP pueden acceder al siguiente sitio web: <http://nces.ed.gov/nationsreportcard>. En él podrán consultar la guía explicativa del programa NAEP que contiene preguntas modelo del examen NAEP. Dicha guía también se puede conseguir en la Secretaría de la escuela de sus hijos. Para cualquier consulta relativa a la posible participación de sus hijos en las pruebas del programa NAEP, así como para solicitar que sus hijos no realicen las pruebas, pueden comunicarse con **(insert name)** llamando al siguiente número de teléfono: **(insert telephone number)**.

Mediante su participación en el programa de pruebas NAEP, los estudiantes contribuyen a mejorar la calidad de la enseñanza pública, así como a garantizar el acceso de todos los estudiantes a una educación de calidad. Nuestra escuela valora y agradece la participación en las pruebas de todos los estudiantes seleccionados. Gracias por su colaboración.

Un cordial saludo,

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NAEP Web Site Resources

INFORMATION	WEB SITE ADDRESSES
California Department of Education NAEP Web Site	http://www.cde.ca.gov/ta/tg/nr/
NAEP Home Page	http://nces.ed.gov/nationsreportcard
MyNAEP Web Site	http://www.mynaep.com This site contains information for school districts and schools on the NAEP assessments, including sample test booklets (i.e., demonstration booklets). A registration identification number is required to register and access information on this secure Web site.
National NAEP	http://nces.ed.gov/nationsreportcard/about/national.asp
State NAEP	http://nces.ed.gov/nationsreportcard/about/state.asp
National & State Results	http://nces.ed.gov/nationsreportcard
Long-Term Trend	http://nces.ed.gov/nationsreportcard/ltr/
Long-Term Trend Results	http://nces.ed.gov/nationsreportcard/ltr/results2004/
Released Questions	http://nces.ed.gov/nationsreportcard/itmrls/
Demonstration Booklet	http://nces.ed.gov/nationsreportcard/about/booklets.asp These booklets contain a description of each test, test directions, questionnaires, and sample questions.
Frameworks	http://nces.ed.gov/nationsreportcard/frameworks.asp
Current Activities	http://nces.ed.gov/nationsreportcard/about/current.asp
Introduction to NAEP	http://nces.ed.gov/pubsearch/pubsinfo.asp?pubid=2005454 A nontechnical brochure that contains a thorough explanation of the NAEP assessments.
Parent and Guardian Information	http://nces.ed.gov/nationsreportcard/parents Parent and guardian information is available in English and Spanish.

State NAEP Coordinator: The state NAEP coordinator can be reached at (916) 319-0332 (phone), (916) 319-0967 (fax), or at NAEP@cde.ca.gov (e-mail).